

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a Council Meeting held on Thursday 11th December 2025 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Black, Huntington, Burgess, Thurgood, Elms, Walker and Lewis. The Clerk kept the minutes.

- 1. Apologies for Absence** – Councillors Metcalfe, Coveley and Graves.
- 2. Disclosure of Interests** – None.
- 3. Public Participation** – There were no members of the public present.
- 4. Approval of Minutes dated the 13th November 2025** – Proposed as a true record by Cllr Lewis, Seconded Cllr Black.
- 5. Clerk and Councillor Report -**
 - 5.1 (3) The Clerk has asked the Community Speed Watch Team if they can request an inspection visit from Essex Police to agree an additional site in Dowsett Lane, by 1 Hillside Cottage.
 - 5.2 (5.1) The Clerk reported she had still not heard back from the Environment Agency regarding Windsor Road.
 - 5.3 (5.4) Cllr Huntington updated members regarding the water system at the Sports Pavilion.
 - 5.4 (10) The Clerk reported that the Christmas tree lighting event was very well attended.
 - 5.5 (11.2) The Clerk reported that three residents have expressed an interest in joining the P3 Team.
 - 5.6 (5.2) Cllr Thurgood reported that he has still not heard anything from Cllr Dobson regarding the VAS in School Road and Sudbury Road.
 - 5.7 (5.7) Cllr Thurgood reported that Cllr Dobson is still trying to chase ECC regarding the damaged signage at Blue House Corner.
 - 5.8 (8) Cllr Thurgood reported that the Bus Shelter Licence Agreement is still unacceptable. Cllr Whitehead suggested that a legal agreement be drawn up stating the Parish Council are unsure of the bus shelter installations and materials used, who agreed to erect these on ECC land and that we are happy to still include these in our insurance documentation.
 - 5.9 (11.5) Cllr Thurgood confirmed the footway resurfacing had been carried out by the junctions of Oak Road and Windsor Road.
- 6. Planning -**
 - 6.1 25/01582/CLEUD – Northumberland Water Fishing Lodge, Hanningfield Reservoir – Certificate of Lawfulness to regularise the use of green space now used as an overflow car park using Type 1 hardstanding – No comment.
 - 6.2 25/01581/FUL – Hawthorns, Broomwood Lane, Stock – Demolition of existing dwelling, garage, annex, and outbuildings and erection of a proposed replacement dwelling, garage and pool house, and new access path – No comment.
 - 6.3 25/01678/FUL – Tangle Trees, Church Road, Ramsden Heath – Retrospective application for outbuilding – No comment.
- 7. Finance -**
 - 7.1 Ratify online payments; cheques; direct debits and credit card payments –

Proposed by Cllr Black, Seconded Cllr Elms: *Payments made under Section 137

Ratification of Online Payments

Downham Village Hall*	Donation	£ 500.00
South Hanningfield VH*	Donation	£ 500.00
Barclaycard	Credit limit top up	£ 762.48
A Moule	Maintenance	£
M Linwood	Admin assistance	£
P James	Maintenance	£
S Maddock*	Vocalist	£
J Moule	Salary	£
HMRC	Tax & NI	£
Essex Pension Fund	Pension	£
R Thomason	Salary	£
HMRC	Tax	£
Livermore & Sons	Topsoil	£ 222.00
AAC Essex Ltd	S/Pav cleaning	£ 239.70

Cheques

105414	Cash	£ 83.82
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Direct Debits

Eon	S/Pav electricity	£ 234.72
Onecom	S/Pav phone	£ 24.26
BT	Office landline	£ 61.94
EE	Mobile	£ 18.00

Barclaycard

Adobe	Monthly subscription	£ 16.64
Amazon	Stationery	£ 9.98
Amazon	Kettle	£ 29.95
Amazon	Wall planner	£ 6.99
Amazon	Desk top calendar	£ 7.59
Amazon	Gloves	£ 7.33
New chains.co.uk	Chainsaw blades	£ 107.00
Amazon	Annual membership fee	£ 114.00
Amazon	Cable ties	£ 16.36
Barleylands Farm Shop*	Christmas tree	£ 280.00
A E Harnett & Sons	War Memorial plants	£ 97.00
J Gard & Sons	Arris fencing	£ 61.44
Co-op*	Baubles	£ 8.20

TOTAL £ 762.48

7.2 Authority to issue online payments and cheques - Proposed by Cllr Black, seconded Cllr Elms

Crystal Print*	Tree sponsorship boards	£ 67.20
Sue Lees	Annual Cookie Control	£ 80.00
Sue Lees	Maintenance fee	£ 90.00

7.3 30th November 2025 Month End Accounts - There were no questions.

7.4 Precept 2026-27 – Agree for the Chairman and Clerk/RFO to sign the Precept Upon Charging Authority Form – Proposed by Cllr Black, Seconded Cllr Huntington, all in favour.

8. To discuss and agree the acceptance to sign the licence for the proposed drainage works in Downham Road/Sports Field - Members were in full agreement for the Clerk to sign the necessary documentation.

9. To discuss the Chelmsford Local Plan – After lengthy discussion, Members agreed that in general they had no objection, but the Bicknacre site appears far too large for a village with limited infrastructure.

10. To discuss the Local Government Organisation and agree the Parish Council’s response to the public consultation – Members were in full agreement that individual responses were sufficient.

11. “Love your Bus” Initiative update from Cllr Thurgood and agree to accept the proposal for a bus service into Billericay – Members agreed unanimously and the Chairman thanked Cllr Thurgood for his time and hard work.

12. Matters for information -

12.1 Cllr Black reported that some riders on electric bikes have done some slight damage to Pitch 3.

12.2 Cllr Elms reported the Downham Village Hall Christmas Event went very well.

12.3 Cllr Thurgood reported that the pothole in Heath Road has now been filled, with thanks to Cllr Dobson. He has reported a further pothole in South Hanningfield Road and will tour the Parish to see whether anymore require filling and will send the list to Cllr Dobson.

12.4 The Clerk thanked Members for their £10 donations instead of sending Christmas cards. Members were in full agreement to donate £120 to the Billericay Food Bank.

12.5 The Clerk reported that we need someone to replace Cllr Vallis on the Standing Orders Working Party. Advice will need to be sought from our new Auditor regarding the Nalc Financial Regulations and Model Code.

13. Date of Next Meeting - The Clerk confirmed this will be Thursday 15th January 2025 commencing 7.45pm in Ramsden Heath Village Hall. Cllrs Whitehead and Burgess gave their apologies.

There being no further business, the meeting closed at 8.56pm.

Approved as a true record.

Signed.....Dated.....